

**COMMITTEE OF OCCUPATIONAL THERAPY**  
**MINUTES**

DATE: August 13, 2004

TIME: 9:16 a.m., C.D.T.

LOCATION: Cumberland Room  
Ground Floor, Cordell Hull Building  
425 Fifth Avenue North  
Nashville, TN 37247-1010

MEMBERS PRESENT: Anne Brown, Chair  
Susan McFadden  
Susan Pech

MEMBERS ABSENT: Camelia Williams  
Corene Coffey

STAFF PRESENT: Marva Swann, Unit Director  
Mary V. Webb, Board Administrator  
Nicole Armstrong, Advisory Attorney  
Rainey Irwin, Litigating Attorney  
Jerry Kosten, Regulations Manager

With a quorum being present, Ms. Brown called the meeting to order at 9:16 a.m.

**Office of General Counsel**

Ms. Armstrong presented the Office of General Counsel report and informed the Committee that there are currently eight open cases in OGC. One case involves an Occupational Therapist and two cases involve Occupational Therapists Assistants.

**OGC Contested Cases**

Susan Egan received a formal reprimand for failing to correctly document the date for a visit that she made to a patient, which resulted in improper billing to the patient. A motion was made by Susan McFadden and seconded by Susan Pech to approve the reprimand. The motion carried. For the record Ms. McFadden would like the record to show that she worked with David Brick about 12 years ago and has not had any contact with him and is not familiar with this case.

## Administrative Reports

Ms. Webb presented the following statistical information:

| <b>OT</b>               | <b>OTA</b>              |
|-------------------------|-------------------------|
| Active Licensees – 1531 | Active Licensees – 715  |
| Retired Licensees – 365 | Retired Licensees – 116 |
| Failed to Renew – 932   | Failed to Renew – 283   |

| <i>Performance Measure</i>  | <i>Goal</i> | <i>2<sup>nd</sup> Qtr. Avg.</i> | <i>1<sup>st</sup> Qtr Avg.</i> |
|-----------------------------|-------------|---------------------------------|--------------------------------|
| Renewal Processing Time     | 14 days     | 2.8 – OT<br>2.7 – OTA           | 2.4 – OT<br>4.2 – OTA          |
| Application Processing Time | 100 days    | 30.1 – OT<br>63.2 – OTA         | 14.7 – OT<br>15.4 – OTA        |

## Legislation

Jerry Kosten rules regulations manager, presented to the Committee a rulemaking hearing to be held on October 20, 2004 to change the status of certified to licensed and some language. A motion was made by Ms. McFadden and seconded by Susan Pech to accept the rulemaking hearing. The motion carried.

A roll call vote was made for the rulemaking hearing held on April 28, 2004 to delete the signature and notary from passport photo and other corrections, excluding the language that involves the 1985 dates.

A roll call vote was made for the rulemaking hearing held on July 22, 2004 regarding continued competency requirements. The Committee members discussed some of the changes to be made with Jerry Kosten. A motion was made by Ms. McFadden and seconded by Ms. Pech to accept the the changes. The motion carried. A motion was made by Ms. McFadden and seconded by Ms. Pech to adopt the continued competence requirements. The motion carried.

## File Reviews

Committee members reviewed and approved Sandra Baugh for reinstatement of her license. A motion was made by Ms. McFadden and seconded Ms. Pech. The motion carried.

## Minutes

A motion was made by Ms. Fadden and seconded by Ms. Pech to accept the minutes as presented. The motion carried.

## Independent Reviewer

Robbie Bell discussed with the Committee members that Public Chapter 575 is a bill that would allow their board to appoint an outside individual to review medical records to prevent a conflict of

interest. A motion was made by Ms. McFadden and seconded by Susan Pech to accept PC 575. The motion carried.

### **Peer Assistance**

Ms. Webb presented the TNPAP report which indicated that that there were three new referrals and one therapist was currently being monitored. The break down did not indicate whether the therapist was an Occupational or Physical Therapist.

### **Disciplinary Status Report**

Ms Webb and Ms. Armstrong reported that there are two Occupational Therapists currently being monitored.

### **Investigative Report**

Ms. Armstrong presented the investigative report, which indicated three complaints were currently under investigation.

### **Financial Report**

Ms. Webb presented the financial report which indicated that the Committee had a cumulative projected surplus on June 30, 2004 of \$468,397.

### **Ratifications**

A motion was made by Ms. McFadden and seconded by Ms. Pech to approve the newly licensed and reinstated Occupational Therapists and Occupational Therapy Assistants and modality certifications. The motion carried.

Ms. Brown, Committee and Board welcomed Ms. Susan Pech as a new board member.

### **Adjournment**

There being no further business, the meeting was adjourned at 2:05 p.m.

MW/G4015041/OTmin